

Information Report



Service Area Corporate Services

Date Thursday, March 29, 2018

Subject **2017 Council Remuneration Report**

Report Number CS-2018-08

Executive Summary

Purpose of Report

To provide information on the remuneration and reimbursement of expenses paid in 2017 to members of Council and members of the public who served on Local Boards, as per section 284 of the Municipal Act of 2001. In addition, to provide information regarding City provided information technology services utilized by Councillors.

Key Findings

This report outlines each Council Member's remuneration and related expense reimbursement for the fiscal year ending December 31, 2017 in compliance with the Municipal Act, 2001, Sec. 284. It further provides a summary of honorariums and reimbursed mileage expenses, as well as conference expenses provided to Councillors, members of the public appointed to Local Boards, and other bodies of the City of Guelph. As well, it provides a summary of expenses related to information technology usage (cell phone, tablet or laptop).

In December 2016, through the 2017 budget process, Council approved that no member of Council receive an honorarium for serving on a Local Board and also approved reduced training budgets for certain Councillors. Further, Council approved a new Council promotional budget of \$7,000 for costs associated to serving on Boards, town hall meeting space, attendance at non-training meetings and other events.

Financial Implications

There are no financial implications resulting from this report.

Report

The Municipal Act, 2001, Sec. 284 (1) requires that the Treasurer shall, in each year on or before March 31st, provide Council with an itemized statement on remuneration and reimbursement paid in the previous year to:

- a) Each member of Council in respect of his or her services as a member of the Council or any other body, including a Local Board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;
- b) Each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- c) Each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a Local Board, in respect of his or her services as a member of the body. 2001, c.25, s.284(1).

A. Authorization of Payments:

The Municipal Act, 2001, Sec. 284 (2) stipulates that municipalities identify the By-law under which the remuneration or expenses were authorized to be paid. Salaries, expenses, and benefits paid to the Mayor and Council in 2017 were authorized by Council resolutions dated July 17, 2006 (By-law 2006-18097), September 18, 2006 (By-law 2006-18143) and December 7, 2016 (By-law 2016-20117).

The Province of Ontario, through the Municipal Act, delegates Guelph City Council the authority to set its remuneration. Council delegates the task of reviewing the remuneration to a Citizens Review Committee for Council Compensation. The review is completed every four years. The recommendations of the Citizens Review Committee for Council Compensation are applied to the incoming Council's term.

B. Citizens Review Committee for Council Compensation:

In May 2014, the City of Guelph's Citizens Committee for Council Compensation established remuneration for the Mayor and Council for the period December 1, 2014 through to November 30, 2018.

The remuneration of the Mayor will increase by \$3,611 on December 1st for the years 2015, 2016, and 2017 as a phased-in approach to migrate the Mayor's salary to the 55th percentile by the end of Council's term, 2014-2018.

Inflationary compensation adjustments for the Mayor and members of Council will be equal to the Consumer Price Index (all Ontario, all items from September to September) or the non-union employee increase; whichever is lower, effective January 1st of each year for the term of Council.

The annualized effect of increases outlined above for Mayor/Councillors equate to a 2017 salary of:

- Mayor: \$112,843
- Councillor: \$ 34,913

C. Mayor Registered Retirement Savings Plan (RRSP) & Car Allowance:

The Citizens Review Committee for Council Compensation in 2014 also established the Mayor be provided with an RRSP. The City matches the Mayor's contribution amount, which will not exceed three per cent of taxable earnings.

The Citizens Review Committee for Council Compensation in 2014 also established that the Mayor receive a car allowance of \$5,100 annually (\$425 monthly).

D. Benefits:

Benefits provided to Mayor and Council include:

- a) Group Life Insurance;
- b) Dependant Life Insurance;
- c) Accidental Death and Dismemberment;
- d) Extended Health Benefits including travel; and
- e) Dental Benefits.

The benefits reflect the actual amounts paid by the City of Guelph to the benefit carrier and other levels of governments. In addition, ATT-1 includes the City's matching RRSP contribution and car allowance for the Mayor as explained in Section C above.

E. Reimbursements:

Reimbursement of mileage, accommodation, registration, travel, and meals, are based on actual costs and supported by receipts (as outlined in the Policy on Councillor Attendance at Municipal Government Events).

As part of the 2017 budget, Council approved a training budget that varied by individual Councillor. Councillors Bell, Gibson, Billings, Wettstein and Van Hellemond requested reduced budget allotments for 2017. The maximum amount to be reimbursed to each Councillor for 2017 ranged from \$0 to \$3,250. The total budgeted funding approved for Council was \$29,950 and the 2017 Mayor's Office training budget was \$6,500.

Any exceptions to this individual budget required Council approval. In April 2017, Councillor Piper received Council approval to spend an added \$750 to a total of \$4,000. All Councillors and the Mayor spent within approved budgets.

F. Other Relevant Facts:

Please refer to ATT-1:

- a) The Mayor waived the 2017 inflationary adjustment explained in Section B above.

- b) Sundry expenses are reimbursable expenditures related to training, conferences, mileage, accommodation, registration, travel and meals related to the appointment of a Councillor to a Board.

G. Conferences and Training:

Conferences attended by Councillors or the Mayor in 2017:

- a) Association of Municipalities of Ontario (AMO)
 - Toronto, attended by Mayor Cam Guthrie
 - Ottawa, attended by Mayor Cam Guthrie, Councillors Cathy Downer, James Gordon and June Hofland
 - Council approved Councillor Cathy Downer as Director, Association of Municipalities of Ontario
- b) AMO Ontario West Municipal Conference
 - London, attended by Councillor James Gordon
- c) Large Urban Mayor's Caucus of Ontario (LUMCO)
 - York Region, attended by Mayor Cam Guthrie
 - Ottawa at Association of Municipalities of Ontario, attended by Mayor Cam Guthrie
 - Brampton, attended by Mayor Cam Guthrie
- d) Federation of Canadian Municipalities (FCM)
 - Ottawa, attended by Mayor Cam Guthrie, Councillors Dan Gibson and Mark MacKinnon
- e) Mayors of Southwestern Ontario (MOSO)
 - Guelph, attended by Mayor Cam Guthrie
 - Ottawa, attended by Mayor Cam Guthrie
- f) National Planning Conference
 - New York City, attended by Councillor Leanne Piper
- g) Directors College
 - Niagara-on-the-Lake, attended by Councillor Mike Salisbury
- h) Ontario Good Roads Association (OGRA)
 - Toronto, attended by Councillors Cathy Downer and June Hofland
- i) Columbia Institute – 2017 High Ground: Leadership for Transitioning Times
 - Vancouver, attended by Councillor Phil Allt

H. Local Boards:

Information relating to the Local Boards and Other Bodies has been provided by representatives from each of those organizations.

In 2016, Council voted to remove honorariums payable to the Mayor or Councillors serving on Boards effective for the 2017 budget year and beyond.

I. Promotional Budget:

As part of the 2017 budget, Council approved at \$7,000 promotional budget for Councillors to use for costs associated to serving on Boards, town hall meeting

space, attendance at non-training meetings and other events. Total expended in 2017 was \$4,959.

Financial Implications

There are no financial implications resulting from this report.

Consultations

The following departments were consulted in preparation of this report:

- Mayor's Office;
- City Clerk's Office;
- Human Resources Department; and
- Local Boards.

Corporate Administrative Plan

This report, while required under the Municipal Act, 2001, Sec. 284, also supports the City's Corporate Administrative Plan of financial stability and accountability.

Attachments

ATT-1 2017 Statement of Remuneration and Expenses Paid Members of Council and Members of Local Boards and Other Bodies

Departmental Approval

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ATT-1: CITY OF GUELPH
Statement of Remuneration and Expenses Paid to Members of Council and Members of Local Boards
and Other Bodies Pursuant to Section 284 of the *Municipal Act, 2001*
Year ending December 31, 2017

Guelph City Council Member	Honorarium*	Benefits^	Cell & Data Expenses	Conference Expenses	Total
ALLT, PHILIP	\$ 34,913	\$ 4,478	\$ 1,160	\$ 1,914	\$ 42,465
BELL, BOB	\$ 34,913	\$ 4,478	\$ 1,746	\$ -	\$ 41,137
BILLINGS, CHRISTINE	\$ 34,913	\$ 4,478	\$ 1,021	\$ -	\$ 40,412
DOWNER, CATHY	\$ 34,913	\$ 4,478	\$ 709	\$ 96	\$ 40,196
GIBSON, DANIEL	\$ 34,402	\$ 4,478	\$ 1,980	\$ 96	\$ 40,956
GORDON, JAMES**	\$ 34,913	\$ 4,478	\$ 1,830	\$ 2,290	\$ 43,511
GUTHRIE, CAM +	\$ 112,843	\$ 12,446	\$ 1,514	\$ 3,664	\$ 130,467
HOFLAND, JUNE	\$ 34,913	\$ 4,478	\$ 1,215	\$ 2,217	\$ 42,823
MACKINNON, MARK	\$ 34,913	\$ 4,478	\$ 532	\$ 2,453	\$ 42,376
PIPER, LEANNE	\$ 34,913	\$ 4,478	\$ 664	\$ 4,000	\$ 44,055
SALISBURY, MIKE	\$ 34,913	\$ 4,478	\$ 1,141	\$ 1,748	\$ 42,280
VAN HELLEMOND, ANDY	\$ 34,913	\$ 4,478	\$ 624	\$ -	\$ 40,015
WETTSTEIN, KARL	\$ 34,913	\$ 4,478	\$ 759	\$ -	\$ 40,150

Association of Municipalities of Ontario board seat, DOWNER, CATHY				\$ 3,431	
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*1/3 of the Councillors honorarium is tax exempt.

** In 2015 Councillor Gibson waived part of his cost of living adjustment which explains his salary inconsistency with other Councillors.

+ The Mayor's benefits include an annual car allowance of \$5,100 and the employer paid matching RRSP contribution.

^ Each Council Member was allocated a portion of the aggregate benefits payout in 2017.

Local Boards

Grand River Conservation Authority	Honorarium	Mileage	Conference Expenses	Total
BELL, BOB	\$ -	\$ 179	\$ -	\$ 179
SALISBURY, MIKE	\$ -	\$ 210	\$ -	\$ 210

Wellington-Dufferin-Guelph Public Health	Honorarium	Mileage	Per Diem, HST	Total
BILLINGS, CHRISTINE*	\$ -	\$ 31	\$ 259	\$ 290
HOFLAND, JUNE*	\$ -	\$ 26	\$ 343	\$ 369
GUTHRIE, CAM	\$ -	\$ -	\$ -	\$ -

* Expenses and per diems paid to Christine Billings and June Hofland were paid between January and March 2017, prior to receipt of notification from the City that the Guelph City Council remuneration includes Council Members' participation on the Wellington-Dufferin-Guelph Board of Health.

Guelph Police Service	Honorarium	Conferences, Mileage, Fares, etc.	Total
GUTHRIE, CAM	\$ -	\$ -	\$ -
GIFFITHS, LEN	\$ 4,500	\$ -	\$ 4,500
BILLINGS, CHRISTINE	\$ -	\$ 2,110	\$ 2,110
DRONE, DON	\$ 6,000	\$ 1,106	\$ 7,106
SORBARA, JUDITH	\$ 5,000	\$ 735	\$ 5,735

Committee of Adjustment	Honorarium	Mileage	Conference Expenses	Total
ASH, KATHERINE	\$ 1,050	\$ -	\$ -	\$ 1,050
BIRDSELL, WILLIAM	\$ 1,200	\$ -	\$ -	\$ 1,200
BOSCH, MARTIN	\$ 340	\$ -	\$ -	\$ 340
DYKSTRA, STEPHEN	\$ 765	\$ -	\$ -	\$ 765
JANIS, LISE ANNE	\$ 935	\$ -	\$ -	\$ 935
KENDRICK, DAVID	\$ 1,020	\$ -	\$ -	\$ 1,020
ROSS, PAUL	\$ 1,105	\$ -	\$ -	\$ 1,105

Guelph Municipal Holdings Inc.(GMHI)+ +	Honorarium	Mileage, Fares, Sundry Expenses	Conference Expenses	Total

Municipal Members do not receive compensation of any kind from the Guelph Municipal Holdings Inc. Board.

+ +All Guelph Municipal Holdings Inc. Board Members resigned effective Jan 28, 2016.